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UTILIZATION OF FOREIGN INTELLIGENCE MATERIALS

The development of improved abstracting and reference facilities in the field of intelligence documents, and bibliographic control of all publications, are problems that have been discussed among the Federal agencies and within CIA in connection with the proposed MACID 16 and in connection with the review of overt collection. It is recognized that the development of these services for both English and foreign language materials is a matter of great concern to the CIA production offices and the IAC. The problem has two major facets: procurement, and availability through appropriate controls.

Summary Statement of OGD Central Reference Facilities.

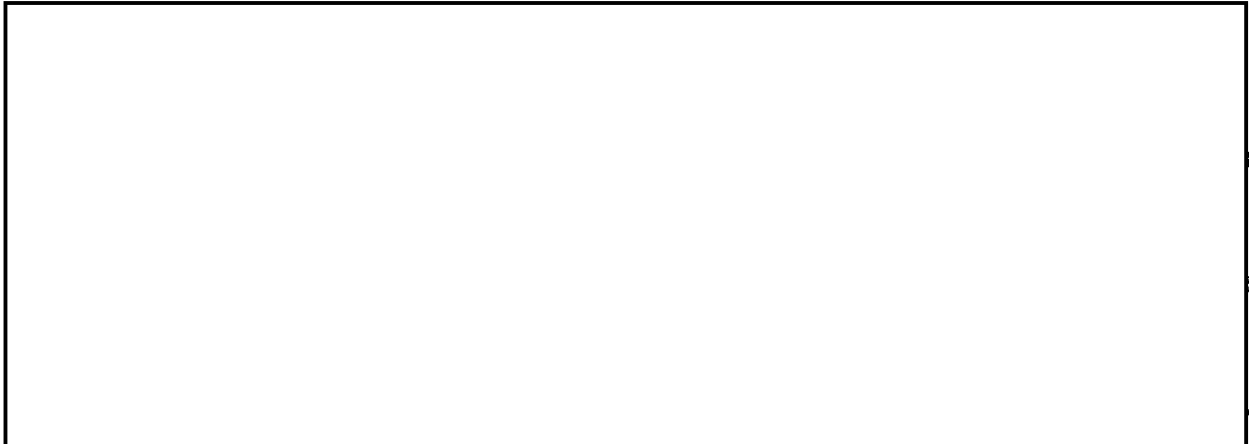
1. To provide a central reference service to CIA and to the intelligence community has been the overriding objective of OGD since its inception in 1947.
2. Historically, OGD is the first unit in the U. S. intelligence family to apply centralized methods to the organization, indexing and distribution of intelligence information. In recognizing the importance of its support to the research process, it has aimed at developing a complete, well-organized collection of documentary materials in all major languages, supplemented by records or knowledge of availability of pertinent materials elsewhere. Into this system it has endeavored to build the same finding controls for classified documents and information that a researcher is accustomed to using in unclassified research work.
3. In the academic and scientific world, documentation processes, i.e. the control of all information on a given subject, are recognized as being the very vitamins of research. This precept has equal validity when applied to intelligence work, cf. Sherman Kent's Strategic Intelligence, 1949, pp. 133-136. OGD's mission is really twofold: first, to provide central intelligence reference service in support of current operations, and secondly, to build a storehouse of intelligence information to meet the varied needs of the future. No such finding tool existed during World War II and as a result, there was much scurrying around and time wasted looking for scattered references to material.
4. OGD is geared to do its work as follows: Liaison Division arranges for the receipt and dissemination of the incoming documents; the CIA Library files and catalogs documents providing access by subject, area, source, date, or security classification, and is responsible further for all CIA overt publications procurement; the Biographic, Graphic, Industrial, and Special Registers concentrate on specialized segments of the total take, removing pertinent detail with a fine-tooth comb; and, Machine Division provides the mechanization needed to tie this all together. Because researchers require references quickly, and because the quantity of intelligence documentation is staggering, OGD has developed the intelifax system, i.e. the facsimile reproduction of citations to and abstracts from intelligence documents. To summarize, OGD has promoted a system for assembling a "montage" of information on any intelligence subject which can show: (1) key documents bearing on the problem; and, (2) cumulations of

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data on personalities, organizations, industrial plants, and photographs connected with the problem. This capability is the essence of OGD's central reference services, a facility unique in the U. S. intelligence orbit. Forging such a central intelligence reference facility is an evolutionary process.

Recent Developments.



pletion about June 1953.

7. Soviet Man of Science, Index to Winners of Stalin Prizes in Science and Invention for 1935-1951, Industrial Installations, etc. These are Research Aids produced by OGD.

8. Resources Section, CIA Library. This has been established to facilitate researchers' access to available materials.

9. Intelligence Periodicals Index. A monthly publication issued by the CIA Library indexing by subject and area selected articles from 33 intelligence periodicals by the IAC community and [redacted] received by the CIA Library.

10. IAC Library Facilities. A-2, G-2 and State intelligence libraries are relying with increasing frequency on CIA Library facilities for subject and area approach to documentary materials exclusive of those produced by their own agencies.

11. CIA Library Reference Collections. The backbone of any library is a sound collection of basic reference materials. The CIA Library is assembling what it hopes will be the best of its kind.

12. Branch Libraries. To provide better service to the scattered CIA components, the CIA Library has established Branch Library ONE in K Building, Branch Library TWO in Alcott Hall, is assisting the Medical Division in setting up a Medical Library, and is procuring the publications for the Office of the General Counsel.

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Projects to be Undertaken Within the Year.

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14. Soviet Scientific and Technological Serial Publications. The National Science Foundation recently placed a contract with the Library of Congress to compile a list of Soviet Scientific and Technological Serial Publications for the years 1948-52.

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[Redacted] The CIA Library plans to have the final results available.

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Some Long-range Objectives.

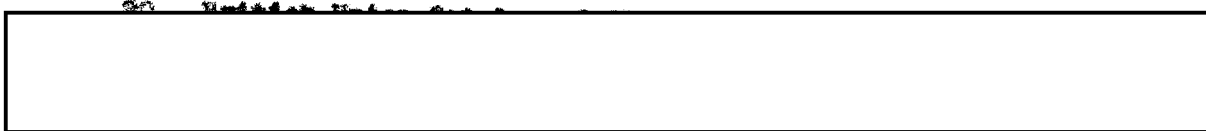
16. Microfilm. Machine Division is working closely with the CIA Library to find and put into effect the best system to achieve the following, (1) microfilm of all incoming documents to ensure an inviolate set available at all times in the CIA Library, and (2) rapid reproduction from microfilm of any document requested. This would also solve to a great extent the perennial problem of single-copy enclosures.

17. Coordinated Publications Procurement. Definition in the IAC of fields of publications collection, storage and reference responsibility. It is hoped that the proposed MACIB 16 will achieve this. This does not represent the full attack on this problem (see paragraph B of OIC Survey of Collection, Overt, 9 January).

18. IAC Union Catalog. Some of the IAC libraries are already exchanging catalog cards for items of mutual interest. This is being developed continually. For example, G-2 is providing CIA the catalog cards of Russian publications. ATIC has microfilmed its cards for Russian books for CIA.

19. Coordinated Inter-library Loan Procedures in the IAC. At the present time, each IAC library facility has its own system, including forms, for handling inter-library loan requests. It is believed much could be done towards uniform procedures, together with the use of one form only. The CIA Library, for example, cannot procure classified publications from the State Department except through the facilities of the Liaison Division, OCB.

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21. Bibliographical Control of Chinese Publications. As a result

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of SE-27, CIA production offices, FDD and the CIA Library are making progress on the problem of access to Chinese publications. Plans currently being put into effect:

- a. FDD is providing the CIA Library for incorporation into the Intellex system, translated titles from about 30 Chinese serial publications. This will provide subject access to this material.
- b. FDD is preparing as soon as possible an extensive bibliography for ONR on the Chinese economy.

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